

INSTRUCTIONS

1. Section I will be initiated by the Contractor in the required numbers of copies.
2. Each transmittal shall be numbered consecutively in the space provided for "Transmittal No.". This contract number, will form a serial number for identifying each submittal. For new submittals or resubmittals, insert transmittal number of last submission as well as the new submittal number.
3. The "Item No." will be the same "Item No." as indicated on ENG FORM 4288 for each entry on this form.
4. Submittals requiring expeditious handling will be submitted under a separate form.
5. Separate transmittal form will be used for submittals under separate sections of the specifications.
6. A check shall be placed in the "Variation" column when a submittal is not in accordance with the specifications. Also a written statement to that effect shall be included in the space provided for "Remarks".
7. Form is self transmitting, letter of transmittal is not required.
8. When a sample of a material or Manufacturer's Certificate of Compliance is transmitted, indicate in the appropriate box, Section I.
9. U.S. Army Corps of Engineers approving authority will assign action codes as indicated below in Section I, Column I to each item submitted. In addition they will ensure enclosures are indicated and attached to the contractor. The Contractor will assign action codes as indicated in Section I, Column g, to each item submitted.

THE FOLLOWING ACTION CODES ARE GIVEN TO ITEMS SUBMITTED

- | | |
|--|--|
| A -- Approved as submitted | E -- Disapproved (See specifications) |
| B -- Approved, except as noted on drawings. | F -- Receipt acknowledged |
| C -- Approved except as noted on drawings.
Refer to attached sheet resubmission required. | FX -- Receipt acknowledged
as noted with contractor |
| D -- Will be returned by separate correspondence. | G -- Other (<i>Specify</i>) |

10. Approval of items does not relieve the contractor from complying with all the requirements of the specifications.